# WELCOME TO THE HUD OFFICE OF FBNP CAPACITY BUILDING WORKSHOP
## Sandy, Utah
## August, 2013

## Materials emailed

1. Organizational Development
2. Strategic Planning
3. Financial Development
4. Evaluations and Logic Models

Supporting Materials also emailed .

Citations of supporting materials previously emailed will be in BLUE in this presentation.

# Types of Funding

## PUBLIC

- **Federal Agencies**
  - **Two types**
    - **Competitive**
    - **Non-competitive**
- **State and Local Agencies**
  - **State, County and local municipalities and local government agencies. Process can be competitive.**

## PRIVATE

- **Foundations**
  - **Award to private, NP, Tax exempt (501) (c) (3) for:**
    - **General support**
    - **Endowment**
    - **Program or project grants**
    - **Matching or challenge grants**
    - **Fellowships/Scholarships**
    - **Capital grants**
- **Corporations**
  - **Direct giving, donations, and cause related marketing that produce income**
- **Professional & Trade Associations**
- **Fundraising Activities**

# Resources - Private

- **<u>Foundations</u>**
    **Family**                                      **Community**
    **Corporate**                             **Industry-related**

- **<u>Corporations</u> (including financial institutions)**
    - **Grant or in-kind donation**
    - **"WIIFM" Factor**

- **<u>Local Organizations</u>**
    - **Service Organizations**
    - **Public Charities**
    - **Interest Groups**
    - **Fraternities/Sororities**

**Here is an example of a notice from the Foundation Center you can get if you subscribe to their notices. It is a free service.**

# Foundation Center Cooperating Collection's in Utah

**Cedar City: Southern Utah University, Gerald R. Sherratt Library, 351 W. University Blvd. (435) 586-7700**

**Ogden: United Way of Northern Utah, Zada Haws Community Grant Center, 2955 Harrison Blvd., Ste. 201 (801) 399-5584**

**Salt Lake City: Salt Lake City Public Library, 210 E. 400 S. (801) 524-8200**

**Salt Lake City: Utah Nonprofits Association, 231 E. 400 S., Ste. 345 (801) 596-1800**

Cooperating Collections provide visitors with free access to core Foundation Center electronic and print resources and fundraising research guidance, along with access to the Internet and our searchable databases. Many offer workshops and programs for local nonprofits. For the most current contact information, visit foundationcenter.org/collections or call (800) 424-9836. Individual Collection hours vary, so please confirm specifics before paying a visit. No appointment is necessary, and no fee is charged for use of Foundation Center resources

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# Resources - Public

- **www.grants.gov**
  - **Website for ALL Federal Agencies**
  - **Search engine**

- **State, County & Municipal websites**
  - **Many States make applications available on-line**
  - **County and local governments create their own processes for funding programs and projects**

# Federal Grants

- **Organizations, not individuals, typically apply for public resources**
  - Institutions of higher education
  - Local government agencies
  - Non-profits
  - Hospitals
- **In order to apply for Federal funding, an organization must have a DUNS number**
  - Call 1-866-705-5711 or visit

  **http://fedgov.dnb.com/webform**

**GRANTS.GOV**℠

FIND. APPLY. SUCCEED.®

SEARCH: Grant Opportunities ▼ Enter Keyword... GO

| HOME | ABOUT ▼ | SEARCH GRANTS | APPLICANTS ▼ | GRANTORS ▼ | SYSTEM-TO-SYSTEM ▼ | FORMS ▼ | OUTREACH ▼ | SUPPORT ▼ |

## Track Your Grants

Grants.gov makes it easy to TRACK your federal grants th...
you have applied for. Enter the Grants.gov tracking numbe...
you received after submitting your application to track the...
processing status...

Track your Grants » »

Learn more about Grants.gov » »

Click on SAMS for the guide and
view the Training Video to become familiar
with the site and registration process.

## Find Open Grant Opportunities

| NEWEST OPPORTUNITIES | BROWSE CATEGORIES | BROWSE AGENCIES | BROWSE ELIGIBILITIES |

View More » ▲

| Funding Opportunity Number | Opportunity Title | Agency |
|---|---|---|
| L13AS00188 | BLM WY Wildlife Aerial Survey | Bureau of Land Management |

## What's New

☐ SAMS Quick Start Guide For New Grantee
Registration and SAMS Video Tutorial for New Applicants
are tools created by the General Services Administration to
assist those registering with the System for Award
Management (SAM). If you have questions or concerns
about your SAM registration, please contact the Federal
Support desk at https://www.fsd.gov.

Grants.gov Applicant Training Video 🗗 - Need a quick
lesson on how to Register, Find and Apply? Watch this
short video to get tips on registering with Grants.gov;
finding grant opportunities; understanding your search
results; and, applying for opportunities. If you have any
additional questions please visit the Applicant Resources
section of Grants.gov.

## Grants.gov Blog

Grants.gov Releases a New Applicant Training Video
7/30/13 5:00 PM

Just in time for the roll out of the new look and feel to the
Grants.gov website, the Program Management Office has

# The System for Award Management - SAM

**What is SAM?**

**The System for Award Management (SAM) is combining federal procurement systems and the Catalog of Federal Domestic Assistance into one new system. This consolidation is being done in phases.**

**The first phase of SAM includes the functionality from the following systems:**

**\* Central Contractor Registry (CCR)**

**\* Federal Agency Registration (Fedreg)**

**\* Online Representations and Certifications Application**

**\* Excluded Parties List System (EPLS)**

GRANTS.GOV 〉 Applicants

# GRANT APPLICANTS

### APPLICANT ACTIONS

» Apply for Grants
» Track My Application

### APPLICANT RESOURCES

» Grant Eligibility
» Individual Registration
» Organization Registration
» Grant Application Process
» Applicant FAQs
» Applicant Resources
» Applicant Tips

## Welcome Applicants to Grants.gov

💡 ATTENTION: Grants.gov DOES NOT offer money for personal financial assistance or debt. If you are seeking this type of assistance, please visit: **Social Security, Medicaid or State Social Services, Student Loans,** or **Small Business Start up Loans.**

### About Grants.gov

Grants.gov is your place to FIND and APPLY for federal grants. The United States Department of Health and Human Services is proud to be the managing partner for Grants.gov—an initiative that is having an unparalleled impact on the grant community.
Learn more about Grants.gov »

### Confirm Eligibility

Confirm that you are ELIGIBLE for opportunities offered on Grants.gov. Although there are many funding opportunities on Grants.gov, few of them are available to individuals and none of them are available for personal financial assistance.
Confirm your Grants.gov Eligibility »

### Get Registered

In order to apply for a grant, you and/or your organization must complete the Grants.gov registration process. The registration process for an Organization or an Individual can take between three to five business days or as long as four weeks if all steps are not completed in a timely manner. So please register early!
Organization Registration » Individual Registration »

### Find Grants

SEARCH Grants.gov for your federal grants by keywords or more specific criteria. All discretionary grants offered by the 26 federal grant-making agencies can be found on Grants.gov. You do not have to register with Grants.gov to find grant opportunities.
Search Grant Opportunities »

# Types of Federal Assistance

- **DISCRETIONARY – applicant submits grant proposal to a Federal Agency (nationally competitive)**

- **FORMULA – applicant submits grant proposal to a State or other Public Agency (locally competitive)**

- **OTHER – funding opportunities that are not traditional grant programs**

# Federal Formula Funds

Block grant (formula) programs are awarded to state, local communities, or agencies.  For HUD, Community Development Block Grants, HOME dollars, Emergency Shelter Grants and Housing Opportunities for Persons with Aids are all "Block Grant Programs". Local agencies must apply to receiving agencies directly for support.

# Finding Federal Funds

- **CFDA.gov - the on-line Catalog of Federal Domestic Assistance which lists all of the funding opportunities available to the public. (each program has its own identification number)**

- **Grants.gov - a single access point for over 1,000 grant programs offered by 26 Federal grant-making agencies, as well as some state and local governments**

  - **Register at grants.gov for notifications**

# Grant Application Notice

- **Published in the Federal Register**
- **Access via the Web (grants.gov)**
- **Register to access electronic application**
- **Includes a link to the actual application package with contains all of the vital information about the competition**
  - **Selection criteria**
  - **Program priorities**
  - **Contact information for program office**
  - **Required forms**
  - **Deadline**

# Is Your Organization Ready?

- **Is Your Agency Ready to Find a Grant?**
  - **Mission, Vision & Values Statement**
  - **Market Analysis or Feasibility Study**
  - **Strategic Plan & Budget Estimate**
  - **Fundraising Plan**
    - **Internet resources for grantseekers**

# Supplementary Materials

## ORGANIZATIONAL DEVELOPMENT

**501 (c)(3) and Nonprofit Boards**
**CAPACITY BUILDING SERIES**

**Board Job Descriptions**

**Roberts Rules of Order**

**Evaluations of Agency Status**

## STRATEGIC PLANNING

**Sample Strategic Plans**

**Overview of Strategic Plan Models**

**Short Term Strategic Plans**

# When reviewing a NOFA keep note of:

- **Who is eligible to apply for the funds?**

- **When is the application due (deadline?)**

- **What is the award amount per grant?**

- **How many projects will be funded?**

- **Who is the program contact?**

- **Is there matching requirements?**

- **Is there page limit, or other special instructions?**

# Key Questions continued

- **Where can I get the application?** **(Federal –** [www.grants.gov](www.grants.gov) **Private – the organization's web page, the Foundation Center; resources in supplementary materials)**

- **How and where do I submit the application?**

- **Does the mission of my organization match up with the goals and objectives of the program described in the application?**

- **If I receive the funds, can my agency effectively administer the program?**

# Establish a Timeline

*Important DATE!*

- **Recipe: 2/3 planning and 1/3 writing**

- **Research program well in advance**

- **Assess time available to draft the application and determine if it is feasible to go forward**

- **Finalize any required partnerships in writing**

- **Complete all necessary registrations**

- **Submit grant application AT LEAST ~~48 to 24~~ 72 HOURS prior to the deadline**

# Writing the Proposal

- Select the team or individual to write the grant application.

- Break the project down into elements and assign completion time frames to keep the process moving.

- If only one person is writing the proposal, ensure that they have ready access to all the information / staff/ partner agencies necessary to complete the application.

# Writing the Proposal continued

- **Leave time to properly review the application prior to submission**

- **Ensure the submission is "reviewer friendly"**

- **Have all partnership agreements, and financial commitments completed prior to grant application submission**
  - **MOU and Letters of Commitment**

# Use the RFP to Develop a worksheet:

| LIST ITEMS TO BE ADDRESSED IN YOUR NEED STATEMENT | DEFINE THE KINDS OF DATA YOU NEED TO ADDRESS | LIST POTENTIAL SOURCES FOR THE DATA |
|---|---|---|
| *Demographics and economics of the community being targeted for services* | *racial mix* | *Census* |
| | *employment and poverty rates* | *Census / Labor Department* |
| | *income levels* | *Census / Labor Department* |
| *Define in detail specific needs of the community – using hard evidence that the needs exist* | *education levels, school quality* | *Education Department / local school district* |
| | *teen pregnancy, single parents* | *Social Services Department / Youth Department* |
| | | |
| | | |

# Common Elements of NOFAs, RFPs and Grant Applications

**All funding proposals want the same basic information:**

- **NEED - What is the problem, where is it taking place and who is impacted**

- **CAPACITY – Why your organization is best able to address the problem**

- **SCOPE OF SERVICES (work plan) – What will you do with the funds to address the problem**

# Common Elements continued

- **<u>BUDGET</u> – What is it going to cost and who else is contributing funds**

- **<u>EVALUATION</u> – How will you evaluate the impact the program has and how will you use the evaluation information for reporting successes? How will the evaluations be used to guide the program as it goes forward?**

# Common Elements restated

- **Identify and prioritize community needs and problems**
- **Document capacity to perform the program that will address the needs**
- **Detail the plan of services to be provided including; delivery, partnerships, location, expectations and the evaluation strategy to be used to show a measurable change in condition for participants. Prepare a Logic model**
- **Detail the costs and include a narrative**
- **Complete all required forms, certifications and reviews prior to submission**

# NEED for the Project

**Explain how community need ties into the grant program's purpose**

- **Use most recent statistics**
  - **Utilize census.gov (American FactFinder)**
  - **Local government data sources, reports and plans, community assessments, etc. (For HUD grants look at the community's Consolidated Plan or Analysis of Impediments to Fair Housing Choice)**

- **Compare target area to region and nation**

- **Demonstrate through facts**

- **Avoid jargon and rhetoric**

# Need Statement

- **WHO is affected?**

- **WHAT is happening?**

- **WHERE does the situation take place?**

- **WHY is it a problem?**

- **WHAT ELSE can you tell us about the situation?**

- **Who else thinks it is a problem?**

- **What are the underlying causes?**

- **What are the effects of this problem?**

# Need Statement

- **Accurate picture**

- **Convince reviewers**

- **Urgent problem**

- **Build a strong case**

- **Use the most important facts and statistics and use verifiable local data and facts about the target population**

# Need Statement

- **Credible sources**

- **Don't make claims that go beyond the data.**
- **Use hard and soft data**
  - **statistics**
  - **facts**
  - **stories**
  - **anecdotal information**
- **Don't use circular reasoning.**

- **Show that people will use your program**

# Six Basic Approaches



- **Key informants**

- **Community forums**

- **Case studies**

- **Statistical analysis**

- **Surveys**

- **Studies of literature and research**

# Where to look for data:

- **Census data (www.census.gov)**
- **American community survey)**
- **State agencies**
- **Local governments**
- **Local community groups**
- **Colleges and universities**
- **Consolidated Plan/AI**

- **Local, state or national foundations**
- **State, regional or national associations**
- **Self-generated data (survey "customers")**

# Capacity

- **Why is your organization the best one to provide the service of perform the program?**

- **Have you the staff with sufficient experience to perform the services you plan or will you hire?  Will consultants be involved?**

- **Can you collect and secure the information on clients served, and can you meet reporting requirements?**

- **Can you operate on a reimbursement basis?**

# Staff and Organization Profile

- **Your mission and how this program fits**

- **History , structure, programs, expertise**

- **Who you serve, how many people, why they rely on you**

- **Experience of key staff**

# Project Personnel

- **Provide detailed job descriptions**
  - Paid staff
  - Volunteers

- **Highlight qualifications of proposed staff**
  - Include resumes (if applicable)

- **Demonstrate staff's ability to relate to target population**

- **Address staff's professional development**

- **Align salaries with time and effort**

# Organizational Capacity
## (continued)

**Prepare an Agency Resume**

• Years in Business

• Project Management History

• Grants Management History

• Specific Outcomes of Programs Implemented (measurable progress)

• Agency Organization

• Resources

• Partnerships
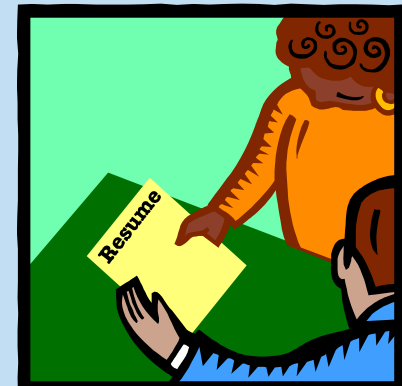
# (Scope of Services)
## Work Plan – Project Design

- **Should meet the stated need**
- **Reflect the life of the grant project**
- **Demonstrate a well thought out plan**
  - **Note studies and research findings**
- **Detail recruitment of target population**
- **Build community partnerships**
- **Develop contingency plans**

# Approach/Implementation Plan

- **Involve stakeholders and "customers."**

- **Address cultural competency**

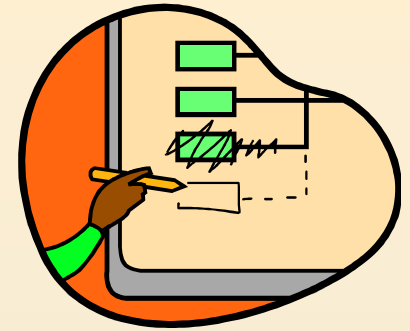- **Describe your partners and what they will specifically do**
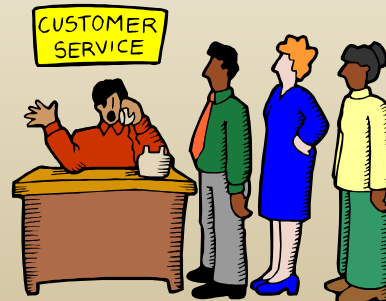
# Project Services

- **Incorporate proven methods to accomplish the program's goals and objectives**

- **Tailor services to benefit the target community**

- **Vary methods of meeting the need**

- **Emphasize individualized services**

- **Cite examples of activities**

# Project Evaluation

- **Measure goals and objectives**
  - Are they ambitious and attainable?
  - What indicators will demonstrate progress?
  - Are they achieved through services?

- **Review project performance monthly or on a quarterly basis**
  - Does it meet the need outlined in the proposal?
  - Can the program be successfully replicated ?

- **Include staff input and participant feedback in determining program success (Information on Logic Models and Evaluations included in supplementary material)**

# Measuring Results

- Outcomes are benefits to:
- Individuals
- Families
- Organizations
- Communities

… from their participation in a program or service.

*Outcomes are always measurable* and answer the other big "So What?" question

# Outputs
## The Number or Volume of Things Done

**QUANTITY Examples:**

- **Number of houses built**

- **Number of counseling sessions conducted**

- **Number of jobs created**

- **Volume of educational materials distributed**

- **Number of participants served**

**ACTIVITIES  CREATE  OUTPUTS**

Logic model is a…

- Picture of your program or intervention

- Graphic representation of the "theory of action" – what is invested, what is done, and what results

- Core of planning and evaluation

Provides a common framework for your work

# The accountability era

- What gets measured gets done
- If you don't measure results, you can't tell success from failure
- If you can't see success, you can't reward it
- If you can't reward success, you're probably rewarding failure
- If you can't see success, you can't learn from it
- If you can't recognize failure, you can't correct it.
- If you can demonstrate results, you can win public support.

Re-inventing government, Osborne and Gaebler, 1992
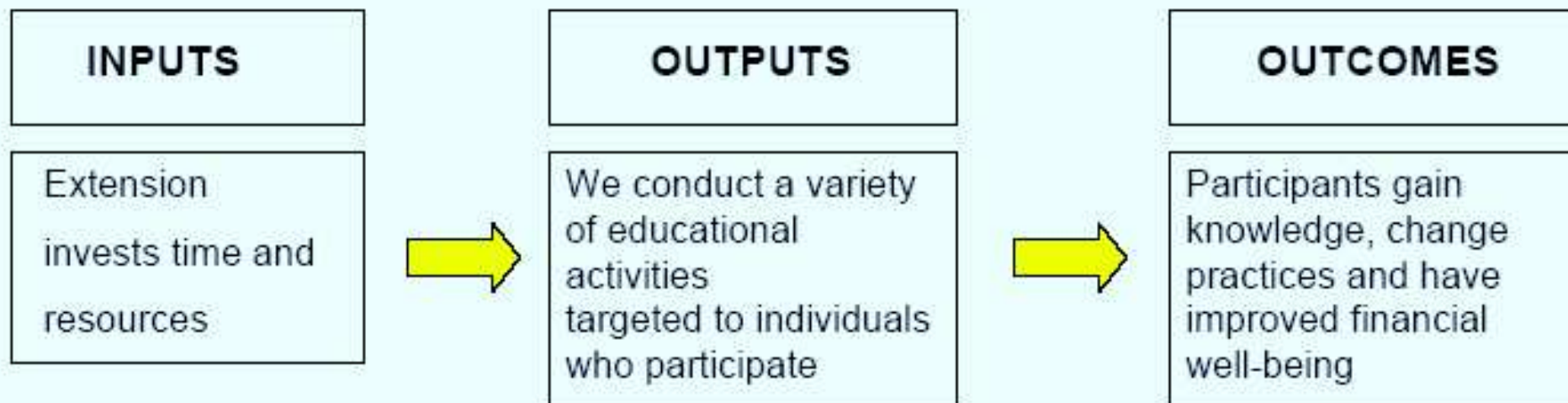
Logic model is a...

- Picture of your program or intervention

- Graphic representation of the "theory of action" – what is invested, what is done, and what results

- Core of planning and evaluation

Provides a common framework for your work

**Example**: Financial management program

**Situation:** Local residents lack knowledge and skills in basic financial management so they are unable to meet their financial goals and manage money to meet their needs.

| INPUTS | OUTPUTS | OUTCOMES |
|---|---|---|
| Extension invests time and resources | We conduct a variety of educational activities targeted to individuals who participate | Participants gain knowledge, change practices and have improved financial well-being |

**WHAT WE INVEST**

**WHAT WE DO**

**WHAT RESULTS**

# Example: Logic model training workshop

**Situation: Funder requires grantees to include a logic model in funding request; grantees have limited understanding of logic models and are unable to fulfill the funding requirement**

| INPUTS | OUTPUTS | | OUTCOMES |
|---|---|---|---|

**INPUTS**

Trainer

Budget

Equipment

Research base

Training curriculum

**OUTPUTS**

3 hour training

·Interactive activities

·Group work

·Practice

·Q and A

Grantees

Increase knowledge of logic models

Increase ability to create a meaningful logic model of program

Increase confidence in using logic models

**OUTCOMES**

Use logic models in planning and evaluation – in your own work

Model quality logic model practice

Improved planning – programs achieve positive results

Improved evaluation - more credible and useful data

Evaluate success of workshop here

# First Time Homebuyer Program

| Output Yr 1 | Outcome Year 1 | Outcome Year 2 |
|---|---|---|
| 10 Homebuyer Classes held, 20 first time homebuyer per class (total 200 potential homeowners served) | 85 participants purchase a home with a 30 yr. fixed rate mortgage | 81 participants still in their home 20 additional participants purchased their home – 30 yr, fixed rate mortgage 4 year 1 homebuyers lost their homes due to economic problems 3 refinanced into predatory loans |

# Budget

- **Budget for the life of the grant**
  - **Allowable costs**
  - **Indirect Cost Rate Agreement**
  - **Cost of living increases**
- **Address matching requirements (<u>letters of commitment, MOU's</u>) (see next slide)**
- **Seek non-Federal support**
- **Focus on sustainability**
- **sample MOU emailed**

# Letters of Commitment

- Letterhead

- Partner agency/organization's name

- Level of commitment, dollars to be spent and any contingency

- Length of time support the will be provided.

- Cite the project's name and grant name in the letter. City number/hours of volunteers, and/or value of space or equipment being provided. Put a dollar value on in kind assistance.

- Cite how the support relates to your program

- Signature of an organization official who is legally able to sign for the organization

# Simple Budget Form

| Budget | Source | Public | Private | Total |
|---|---|---|---|---|
| | | | | |
| Salary and benefits | | | | |
| Insurance and Taxes | | | | |
| Travel / transportation | | | | |
| Printing and copying | | | | |
| Space and Equipment | | | | |
| Audit and Legal Expenses | | | | |
| Other / Miscellaneous | | | | |

# Completing a Federal Application

- **SF 424 "face page"**
- **SF 524 budget form**
- **Budget narrative**
- **Certifications and assurances**
- **One-page abstract**
- **Application narrative**
- **Appendix**

Grants.gov website under FORMS

GRANTS.GOV 〉 Forms 〉 SF-424 Family
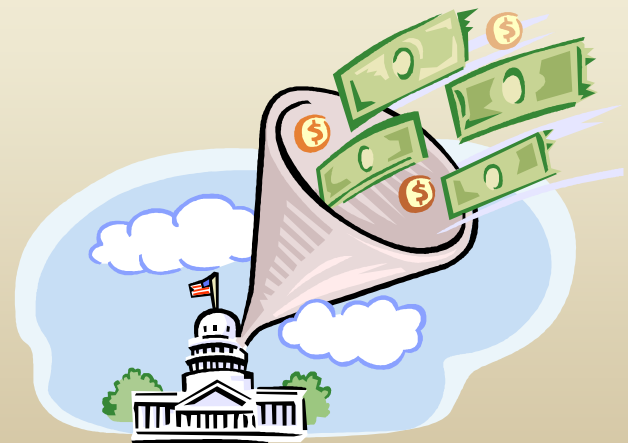
# SF-424 FAMILY

» R&R Family
» SF-424 Family
» SF-424 Individual Family
» SF-424 Mandatory Family
» SF-424 Short Organization Family
» Forms Process

PLEASE NOTE: The copies of forms available on this portion of the site are for information only and can not be submitted with your application package. If you are applying for a grant, you must download the application package using the Grants.gov compatible software, complete the forms within the application package as provided by the awarding agency, and submit it in its entirety. ⬛ Get Adobe Reader ⬛

\* Denotes a form that is fillable for sample purpose only; and the form is NOT submittable.

| Agency Owner | ▲ Form Name | Adobe Form | Form Schema | Data Analysis | GG Version | OMB Number | OMB Expiration |
|---|---|---|---|---|---|---|---|
| TREAS | ACH Vendor/Miscellaneous Payment Enrollment Form | PDF | Schema | DAT | 1.0 | 1510-0056 | |
| Grants.gov | Application for Federal Assistance (SF-424) | PDF | Schema | DAT | 2.1 | 4040-0004 | 03/31/2012 |
| Grants.gov | Assurances for Construction Programs (SF-424D) | PDF | Schema | DAT | 1.1 | 4040-0009 | 06/30/2014 |
| Grants.gov | Assurances for Non-Construction Programs (SF-424B) | PDF | Schema | DAT | 1.1 | 4040-0007 | 06/30/2014 |
| Grants.gov | Attachments | PDF | Schema | DAT | 1.1 | Not Available | |
| Grants.gov | BUDGET INFORMATION - Construction Programs | PDF | Schema | DAT | 2.0 | 4040-0008 | 06/30/2014 |

# Submitting the Application

- **See application notice for submission details**

  - **Grants.gov**

  - **Agency-specific Web portal**

  - **Hard Copy in the mail if required**

- **Be aware of registration procedures and complete all paperwork EARLY**

- **Allow time for application to be submitted (especially if it is an electronic submission)**

- **Determine the application's deadline – including both date and time**

# Processing the Application

- **Received by the awarding agency**

- **Given a unique ID number**

- **Screened for edibility**

- **Reviewed by a panel of experts**

- **Scored and ranked**

- **Recommended for funding**

# Selection Criteria

- **Reviewers look at how the application addresses questions related to the NOFA:**

  - **Need for the Project**

  - **Program Design**

  - **Project Services**

  - **Personnel**

  - **Project evaluation strategy**

  - **Budget**

  - **Partnerships and Community Support**

  - **Program or project history**

**Program Office**

**Center For Faith Based and Neighbor-hood Partner-ships**

SUNDAY, SEPTEMBER 19, 2010

**Connect with HUD**

# HUD.GOV
U.S. Department of Housing and Urban Development

Secretary Shaun Donovan

Busque Información en Español

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HOME    PRESS ROOM    MULTIMEDIA    STATE INFO    **PROGRAM OFFICES**    TOPIC AREAS    ABOUT HUD    RESOURCES    CONTACT US

| | |
|---|---|
| Center for Faith Based and Neighborhood Partnerships | General Counsel |
| Chief Financial Officer | Ginnie Mae |
| Chief Human Capital Officer | Healthy Homes and Lead Hazard Control |
| Chief Information Officer | Housing |
| Chief Procurement Officer | Labor Relations |
| Community Planning and Development | Office of Hearings and Appeals |
| Congressional / Intergovernmental Relations | Office of the Inspector General |
| Departmental Enforcement Center | Policy Development and Research |
| Equal Employment Opportunity | Public Affairs |
| Fair Housing / Equal Opportunity | Public and Indian Housing |
| Field Policy / Management | Small / Disadvantaged Business Utilization |
| | Sustainable Housing and Communities |

**Know Your Rights**
If you have been trying to buy or rent a home or apartment and you believe your rights have been violated, you can file a fair housing discrimination complaint.

LEARN MORE

1 2 3

**HUD Implementation of the Recovery Act**

HUD.GOV/Recovery

LEARN MORE

**I Want to**

▶ Buy a Home
▶ Avoid Foreclosure
▶ Find Rental Assistance
▶ Apply for a Grant
▶ Find information by audience group
▶ Learn about reverse mortgages for seniors
▶ File a Fair Housing Discrimination Complaint
▶ Access Quick Links

**Featured News**

Thursday, September 16, 2010
HUD Awards $7.4 Million to 10 Historically Black Colleges and Universities

Wednesday, September 15, 2010
HUD Refines Its Financial Systems Modernization Plans

Tuesday, September 14, 2010
Obama Administration Announces Regional Conference on Housing Finance Reform in Charlotte

**Federal Housing Administration**

**Insuring More Than**

Internet | Protected Mode: Off    100%

HUD/U.S. Departme...    info    topic areas - Paint    1:20 PM

Center for Faith Based and Neighborhood Partnerships/U.S. Department of Housing and Urban Devel - Internet Explorer provided by

C:\Users\Pauline\AppData\Local\Temp\Temp2_info.zip\Faith Based Office screen shot.mht

Google | ▼ | 🔍 Search ▼ | 🌐 ▼ | 🎁 ▼ | 🖥 ▼ | ☆ Bookmarks▼ | ✓ Check ▼ | AutoFill ▼ | 🖊

🌀 Logitech ▼ | Y! ▼ | 🔍 | **WEB SEARCH** | 🔎 My Apps | 🎬 Movies ▼ | 🎁 Greetings ▼ | 📒 Yellow Pages ▼ | 💲 Coupons

☆ | 💠 | 🔲 ▼ | ● XP Screenshots: Capture a... | 🌐 Grants/U.S. Department of... | 🌐 Grants/U.S. Department of... | 🌐 Center for Faith Based ... ✕

🇺🇸 SUNDAY, SEPTEMBER 19, 2010

# HUD.GOV
## U.S. Department of Housing and Urban Development
### Secretary Shaun Donovan

**HOME** **PRESS ROOM** **MULTIMEDIA** **STATE INFO** **PROGRAM OFFICES** **TOPIC AREAS** **ABOUT HUD**

HUD > Program Offices > Center for Faith Based and Neighborhood Partnerships

## Center for Faith Based and Neighborhood Partnerships

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### Overview

The Center for Faith-Based and Neighborhood Partnerships serves as a resource center for secular and faith-based non-profit organizations seeking to partner with HUD to address the housing and community development needs of the neighborhoods in which they operate. The Center builds partnerships and serves as a liaison between the grassroots and federal government, ensuring that groups have the latest information about HUD opportunities and programs as well as other federal resources available to their communities. The Center also convenes outside partners, practitioners and organizations from the non-profit and faith communities along with policy makers and government officials to more effectively identify and meet the needs of some of the nation's most vulnerable citizens.

**MAK**

> Technical Assistance

### I Want to

▸ Receive Technical Assistance for My Non-profit Organization

▸ Avoid Foreclosure

### In Focus

▸ **Faith and Community Based Groups in Service in Indian Country Conference**
▸ **Preventing Foreclosure**

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# Tools for Nonprofits

Supplementary Material sent in support of the grant training class.

Other guides include: Strategic Planning, Organizational Development, Financial Management, and Evaluation Strategies.

THE HUD PARTNERSHIP CENTER'S CAPACITY BUILDING WORKSHOP SERIES: THE SCIENCE OF FINDING AND WRITING GRANTS MODULE

U.S. Department of Housing and Urban Development
Center for Faith-Based and Neighborhood Partnerships

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**Topic Areas Grants**

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**Resources to Help You Find Shelter or Stay in Your Home**
At HUD, we are committed to helping those who are homeless or at risk of becoming homeless.

LEARN MORE

1 2 3

- Avoiding Foreclosure — Housin
- Buying a Home — Housin
- Economic Development — HUD H
- Energy — Inform
- Environment — Inform
- Fair Lending — Limite
- Freedom of Information Act (FOIA) — Open
- FY2011 Budget — Rental
- Grants — Selling
- Home Improvements — Vetera
- Homelessness — Volunt
- Homes for Sale — Women
- Housing Choice Voucher Program (Section 8) — Work

**I Want to**

- Buy a Home
- Avoid Foreclosure
- Find Rental Assistance
- Apply for a Grant

**Featured News**

Thursday, September 16, 2010
**HUD Awards $7.4 Million to 10 Historically Black Colleges and Universities**

Wednesday, September 15, 2010

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HUD > Topic Areas > Grants

**HUD Grants Available and links to Grants.gov**

## Grants

🖶 Print Frie

HUD awards grants to organizations and groups for a variety of purposes. To participate in the HUD grants program, you need to be registered with Grants.gov.

MAK

▸ **HUD's grants office** – the Office of Departmental Grants Management and Oversight (ODGMO) was established to develop a Department–wide perspective on grants management.

▸ **Funds Available** – Identifies HUD's competitive funding opportunities, also known as Notice of Funding Availability (NOFAs).

▸ **Funding announcements** – Announcements of those who were awarded grants

▸ **2009 Highest Scoring Grant Applications**

▸ **2009 Early Registration Notice**

▸ **Training** – identifies various training webcast relating to grants.

### Using Grants.Gov

HUD Im

To participate in the HUD grants program, you will need to be registered with Grants.gov, obtain a DUNS number and Register with CCR.

# Other News to Use

## HUD's Strategic Plan

# HUD STRATEGIC PLAN
## FY 2010 - 2015

# HUD's Five Strategic Goals

**Mission: Create strong, sustainable, inclusive communities and quality, affordable homes for all**

| Goal 1 | Goal 2 | Goal 3 | Goal 4 |
|---|---|---|---|
| Strengthen the Nation's Housing Market to Bolster the Economy and Protect Consumers | Meet the Need for Quality Affordable Rental Homes | Utilize Housing as a Platform for Improving Quality of Life | Build Inclusive and Sustainable Communities Free from Discrimination |

## Goal 5 Transform the Way HUD Does Business

# Contact Information:

Center for Faith Based and
Neighborhood Partnerships
451 7th Street, SW, Room 10184
Washington DC 20410
(800) 308-0395

Pauline Zvonkovic
Utah Field Office
125 South State Street, Suite 3001
Salt Lake City, UT  84138
801-524-6076
Pauline.Zvonkovic@hud.gov

Some of the resources that are recommended for review by candidates prior to taking the CGMS examination are as follows:

Castle Online Demo Examination

U.S. Office of Management and Budget (OMB) Circulars and Guidance for Grants and Agreements:

Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and other Non-Profit Organizations (OMB Circular A-110) published at 2 CFR 215, including appendices.

Uniform Administrative Requirements for Grants and Cooperative Agreements to State, Local, and Tribal Governments (OMB Circular A-102) published as a common rule by federal awarding agencies. For the complete version of OMB Circular A-102 common rule, see agency regulations, such as HHS at 45 CFR 92 and USDA at 7 CFR 3016. (Note: OMB Circular A-102, as maintained on OMB website, does not contain the full requirements of the OMB Circular A-102 common rule.)

Cost Principles for Educational Institutions (OMB Circular A-21) published at 2 CFR 220, including appendices

Cost Principles for State, Local, and Indian Tribal Governments (OMB Circular A-87) published at 2 CFR 225, including appendices.

Cost Principles for Non-Profit Organizations (OMB Circular A-122) published at 2 CFR 230, including appendices.

Cost Principles for Commercial Organizations at 48 CFR part 31 (Federal Acquisition Regulation).

Audits of States, Local Governments, and Non-Profit Organizations (OMB Circular A-133) published at http://www.whitehouse.gov/sites/default/files/omb/assets/a133/a133_revised_2007.pdf

OMB Circular A-133 Compliance Supplements published on OMB website:
- June 2012 Compliance Supplement
- March 2011 Compliance Supplement
- June 2010 Compliance Supplement
- March 2009 Compliance Supplement
- March 2008 Compliance Supplement
- Appendix A: Data Collection Form (Form SF-SAC)

OMB Guidelines to Agencies on Government-Wide Debarment and Suspension (Nonprocurement) published at 2 CFR 180, including agencies' implementing regulations at 2 CFR Subtitle B.

OMB Guidance

National Grants Management Association

## Certified Grants Management Specialist (CGMS™)

You can find a resource page on the grants.gov website which will bring up information on CGMS certification.

This is not an endorsement, rather it is a information resource on managing federal grant funds once awarded.

# Valuable Resources

- **Technical assistance**
  - **Workshops**
  - **Web casts (www.hud.gov)**
  - **Conference calls**
- **Federal or State program contact information**
- **Grant.gov customer response information**
  - **1-800-518-4726**
  - **support@grants.gov**

# CAPACITY BUILDING SERIES

**Center for Faith-Based & Community Initiatives**

**www.hud.gov/offices/fbci**